

**Limit on
Participation**

Audience participation at a Board meeting is limited to the portion of the meeting designated to receive public comment in accordance with this policy. At all other times during a Board meeting, the audience shall not enter into discussion or debate on matters being considered by the Board, unless requested by the presiding officer.

Public Comment

At all Board meetings, public comment shall be limited to items on the agenda posted with notice of the meeting.

Procedures

Individuals who wish to participate during the portion of the meeting designated for public comment shall sign up with the presiding officer or designee before the meeting begins as specified in the Board's procedures on public comment below and shall indicate the agenda item or topic on which they wish to address the Board.

1. The deadline for completing and submitting a speaker's form shall be ten minutes prior to the start of the Board meeting.
2. Speakers shall be acknowledged by the presiding officer before speaking and must state their first and last name and the intended topic of comments. Speakers must confine their comments to the topic indicated on the speaker's form submitted to the presiding officer prior to being recognized to address the Board.
3. Speakers shall address the presiding officer and refrain from directing questions to individual Board members, the Superintendent, District staff, or members of the audience.
4. Speakers shall not be allowed to accrue unused minutes from other speakers.
5. Speakers shall not use profane, vulgar, or inappropriate language.
6. Speakers shall refrain from making personal attacks against any person.
7. Speakers shall remain in the area designated for public comment and shall not approach the Board members.

Guidelines for guests and audience members shall include the following:

1. Board meetings are meetings held in public, not meetings of the public. Guests and audience members are welcome to observe and listen.
2. Guests and audience members shall not be permitted to address Board members, the Superintendent, or District staff at

a Board meeting. In order to address the Board at a Board meeting, see Procedures above.

Public comment shall occur at the beginning of the meeting.

Except as permitted by this policy and the Board's procedures on public comment, an individual's comments to the Board shall not exceed three minutes per meeting.

**Meeting
Management**

When necessary for effective meeting management or to accommodate large numbers of individuals wishing to address the Board, the presiding officer may make adjustments to public comment procedures, including adjusting when public comment will occur during the meeting, reordering agenda items, continuing agenda items to a later meeting, providing expanded opportunity for public comment, or establishing an overall time limit for public comment and adjusting the time allotted to each speaker. However, no individual shall be given less than one minute to make comments.

Board's Response

Specific factual information or recitation of existing policy may be furnished in response to inquiries, but the Board shall not deliberate or decide regarding any subject that is not included on the agenda posted with notice of the meeting.

**Complaints and
Concerns**

The presiding officer or designee shall determine whether an individual addressing the Board has attempted to solve a matter administratively through resolution channels established by policy. If not, the individual shall be referred to the appropriate policy to seek resolution:

- Employee complaints: DGBA
- Student or parent complaints: FNG
- Public complaints: GF

Disruption

The Board shall not tolerate disruption of the meeting by members of the audience. If, after at least one warning from the presiding officer, any individual continues to disrupt the meeting by his or her words or actions, the presiding officer may request assistance from law enforcement officials to have the individual removed from the meeting.